

**KENTUCKY BOARD OF LICENSED
DIABETES EDUCATORS (KBLDE)
Meeting Minutes – October 16, 2018**

A meeting of the Kentucky Board of Licensed Diabetes Educators was held at the Department of Professional Licensing on October 16, 2018.

Members Present

Kim Coy DeCoste, Board Chair
Tami Ross
Dr. Carrie L. Isaacs, Secretary
Dr. Kristen Stakelin

Dept. of Professional Licensing Staff

Jolene Shearer, Board Administrator
Megan Norton, Board Administrator
Isaac VanHoose, Commissioner
Susan Ellis, Finance
Courtney Cook, Finance

Members Absent

Larry Smith

Others

Carson Kerr, Board Attorney , Office of Legal Services
Ricki Gardenhire, PIO PPC Office of Communications
Susan West, Executive Director, PPC Office of
Communications

CALL TO ORDER

A regular board meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Kim Coy DeCoste, Board Chair, at 10:08 AM Tuesday October 16, 2018 at the Department of Professional Licensing. A quorum was present.

APPROVAL OF THE MINUTES

Dr. Isaacs made a motion to approve the minutes of the July 17, 2018 regular meeting with changes. Dr. Stakelin seconded and the motion carried.

Dr. Stakelin made a motion to approve the minutes of the September 13, 2018 special meeting with changes. Ms. Ross seconded and the motion carried.

FINANCIAL REPORT

The financial statement for the months of July, August and September 2018 were presented to the Board for review. No further action as required.

BOARD COUNSEL'S REPORT

Carson Kerr, Attorney from the Office of Legal Services presented Ms. DeCoste with a Memorandum of Agreement. Board members reviewed and a motion was made to accept the terms by Dr. Isaacs. The

motioned was seconded by Ms. Ross and the motion carried. Ms. DeCoste returned the signed MOA to Mr. Kerr.

BOARD CHAIR REPORT

Ms. DeCoste discussed the transition of Board Chair to Ms. Ross and Secretary to Ms. Stakelin as both Ms. DeCoste and Dr. Isaacs's terms are up effective November 3, 2018. Ms. DeCoste requested open meetings training materials from Mr. Kerr and the possibility of creating a Board responsibility checklist.

OLD BUSINESS

The Board discussed the possibility of tele-meetings as it may encourage members from other parts of the state. At this time, the Board is not ready to move forward.

The Board discussed a possible reinstatement fee increase from \$120 to \$250.

NEW BUSINESS

Ricki Gardenhire and Susan West spoke to the Board about upcoming changes to all DPL Board websites. This prompted the request for a special meeting to discuss what information should remain on the website and what should be removed.

A motion was made by Dr. Isaacs to elect Ms. Ross as the board's new Chair and Dr. Stakelin the Board's new Secretary. This motion was seconded by Ms. DeCoste and the motion carried.

The Board reviewed the licensure status report.

APPLICATION COMMITTEE REPORT

The Applications Committee made a motion to approve the following:

Kristina Naseman – Master (Approved)

Kelly Richards – Master (Approved)

Kimberly Jo Bayes – Licensed (Approved)

Mary Katherine Walker – Apprentice (Approved)

Pamela Mezzoni- Apprentice (Approved)

Amanda Giebink- Apprentice (Approved with Provisions)

Karen Ziermann- Master (Approved with Provisions)

Pamela White- Master (Approved with Provisions)

Dr. Isaacs made a motion to approve the application recommendation. The motion was seconded by Ms. Ross. The motion carried unanimously.

TRAVEL

Dr. Isaacs made a motion to approve travel for today's meeting. The motion was seconded by Ms. Ross and the motion carried unanimously.

FUTURE MEETINGS

A Special Board Meeting was scheduled for 2:00 pm Thursday December 13, 2018 at the Barnstable Brown Diabetes Center 2195 Harrodsburg Road Suite 125 Lexington, KY 40504

The next Regular Board Meeting will be held January 15, 2019 at 10:00 am at the Department of Professional Licensing 911 Leawood Drive Frankfort, KY 40601

ADJOURNMENT

With no further business to discuss, Ms. Ross made a motion to adjourn the meeting at 1:52 p.m. The motion was seconded by Dr. Isaacs. The motion carried unanimously.